



The Confederated Tribes of the Grand Ronde Community of Oregon

Education Division

(503) 879-2275 • FAX (503) 879-2286

1-800-422-0232 Ext. 2275

9615 Grand Ronde Road

Grand Ronde, OR 97347

Umpqua • Molalla • Rogue River • Kalapuya • Chasta

COVID-19 Healthy Foods Assistance Program

(One Time Allowance)

(ONE APPLICATION PER HOUSEHOLD)

APPLICATION

The COVID-19 Healthy Foods Assistance Program is offered to aid Tribal households acquire healthy meals and food sustainability supplies. Eligible items include, but are not limited to fruit and vegetable starters/seeds, gardening or canning supplies and online meal kits. Eligible households will receive a one-time \$300 allowance. Recipients will be required to provide a copy of receipt(s) to verify allowance was used for approved item(s).

The following documents **must** be included with a completed application to be considered for funding:

- _____ CTGR Tribal enrollment verification for at least one member of the household
- _____ Signed Funding Acceptance Agreement;
- _____ Completed Application; and
- _____ Copy of Receipt verifying purchase of healthy meals and/or food sustainability supplies. If no receipt at time of application, receipt must be returned within **30 days from the date of the processed check.**

Please return completed application and verifications to:

The Confederated Tribes of Grand Ronde
Education Department
9615 Grand Ronde Rd.
Grand Ronde, OR 97347
Education@grandronde.org
503-879-2286 (fax)

Incomplete applications will not be processed.

Should you have any questions about this application or the COVID-19 Healthy Foods Assistance Program, please contact the Education Department at 503-879-1495.

COVID-19 HEALTHY FOODS ASSISTANCE PROGRAM
(One Time Allowance)

APPLICATION

1. Applicant _____
Last First Middle Maiden

2. Mailing Address _____
Street/PO Box city state zip code

3. Physical Address of Tribal Household

Street city state zip code

4. Telephone:() _____ Email: _____

5. Enrollment #(for at least one member of household) _____

6. Date of Birth of Applicant _____

7. Relationship to Tribal Member living in the home. _____

Signature Date

Please list the reason you are requesting funding:

A check will be made payable to the person listed in line 1 above. The person listed in line 1 above will be responsible for providing receipts for the purchases made with this food preservation allowance. Failure to provide receipts will result in a **debt collection action** and/or the inability to access further COVID relief funding from the Tribe.

Funding will take at least 2 weeks to process.

Incomplete applications will not be processed.

COVID-19 HEALTHY FOODS ASSISTANCE PROGRAM
(One Time Allowance)

FUNDING ACCEPTANCE AGREEMENT

To be signed by the applicant prior to receiving financial assistance.

I, _____ do hereby agree to provide copies of receipts of purchase for the person receiving an allowance listed on the first page of this application. I also understand that failure to provide copies of receipts of purchases will result in a **debt collection** and/or the inability to access further COVID relief funding from the Tribe.

I the undersigned have read, understand, and agree to abide by the terms and conditions of this Funding Acceptance Agreement.

Signature:

Roll #

Date:

COVID-19 HEALTHY FOODS ASSISTANCE PROGRAM
(One Time Allowance)

POLICIES AND PROCEDURES

The COVID-19 Healthy Foods Assistance Program is offered to aid Tribal households in acquiring food sustainability supplies and healthy meals. Eligible items include but are not limited to fruit and vegetable starters/seeds, gardening or canning supplies, and online meal kits. Eligible applicants will receive a one-time \$300 allowance. Recipients will be required to provide a copy of the receipt of purchase to verify allowance was used for food sustainability supplies and/or healthy meals.

I. APPLICANT ELIGIBILITY REQUIREMENTS

COVID-19 Healthy Foods Assistance funding may be awarded and applied toward the cost of supplies for Tribal households to grow, sustain and prepare their own food/meals.

Applicant Eligibility Requirements:

1. The applicant must be an enrolled member of the Confederated Tribes of Grand Ronde or head of household with Tribal Members in the home;
2. The applicant must provide a copy of Tribal Enrollment Verification from the CTGR Enrollment Office for the applicant or at least one member of the household;
3. The applicant must be at least 18 years of age;
4. The applicant must sign the funding acceptance agreement which obligates them to provide copies of receipts of purchases for allowed healthy food preparation, and/or preservation items. Receipts must be returned with 30 days of the date of the check. Receipts may be mailed, emailed, or faxed.
5. If the applicant does not provide the receipts, they will be subject to a debt collection action and/or may not be eligible for other COVID relief funding from the Tribe.

II. ELIGIBLE PURCHASE(S):

Tribal households with at least one Tribal member residing in the home may receive a one-time COVID-19 Healthy Foods Assistance Program funding

allowance of up to \$300 that may be awarded and applied toward the costs related to healthy food preparation, preservation and nutrition such as fruit and vegetable starters/seeds, gardening and canning supplies and online meal kits.

III. TERMS AND CONDITIONS:

- A. Qualified applicants will receive a check in the amount of \$300. This is a one time allowance and only one per household will be issued.
- B. Receipts of purchase will be required to be submitted within 30 days of the date of the issued check.
- C. If recipients do not provide receipts within the 30 days requirement then the Education Department will notify the Tribe's accounting department as well as the General Manager's Office.
- D. This program **does not** pay for items such as: groceries, inedible plants, clothing, etc...
- E. The Confederated Tribes of Grand Ronde **will not** provide any additional support for items purchased by the applicant. This is the applicant's sole responsibility.

VII. IMPLEMENTATION AND POLICY REVIEW

This policy shall become effective upon review and approval by the General Manager. The Education Department staff are responsible for the implementation of this policy upon approval. This is a limited duration program and funding is dependent upon receiving COVID-19 funding. Any questions regarding the policy or application should be directed to the Education Department Manager.